



**child  
development  
services**

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CDS Administrative Letter: Number 1

DATE: March 16, 2007

TO: CDS Site Directors, CDS Regional Boards of Directors

FROM: David N. Stockford,  
Debra Hannigan, CDS State Director

RE: Birth – Age 2 Assessment Instruments

Pursuant to the Code of Federal Regulation §303.322(c):

“Evaluation and assessment of the child. The evaluation and assessment of each child must--

- (1) Be conducted by personnel trained to utilize appropriate methods and procedures;
- (2) Be based on informed clinical opinion; and
- (3) Include the following:
  - (i) A review of pertinent records related to the child's current health status and medical history.
  - (ii) An evaluation of the child's level of functioning in each of the following developmental areas:
    - (A) Cognitive development,
    - (B) Physical development, including vision and hearing,
    - (C) Communication development,
    - (D) Social or emotional development,
    - (E) Adaptive development,
  - (iii) An assessment of the unique needs of the child in terms of each of the developmental areas in paragraph (c)(3)(ii) of this section, including the identification of services appropriate to meet those needs.”

For the past two years Department of Education staff, CDS Directors and CDS regional site staff have undertaken extensive research and analysis to determine valid and reliable multidisciplinary assessments to assist with eligibility determination of infants and toddlers aged birth through two consistent with 34 CFR 300.322(c)(3)(ii) above. They have recommended the use of two instruments: the Bayley - III or Battelle, Second Edition. These instruments have been field tested and piloted by a number of CDS sites with excellent results. Data from the pilots were used to provide information for our recently submitted State Performance Plan update. Current trained and qualified site personnel have reported the effectiveness of

these instruments in meeting the requirement above. Additionally, information from this letter has been shared with the CDS State Level Advisory Board.

The Department will officially recognize the work of the pilots by requiring the use of either the Bayley III or the Battelle, Second Edition. In addition to the published validity and reliability indicators, sites reported the following benefits:

1. consistency across sites throughout the State of Maine,
2. engagement of family members,
3. the five domains for developmental delay are addressed,
4. usage will support collaborations among professionals,
5. training and quality control can be monitored.

Effective March 30, 2007, one of two Department-approved instruments – the Bayley - III or Battelle, Second Edition – must be utilized by the evaluation and assessment teams to assist with eligibility determination consistent with 34 CFR 300.322(c)(3)(ii) above. The implementation of approved instruments will promote a more consistent process for eligibility determination across the State. Use of the assessments will also promote consistent base line scores statewide. An IFSP team may determine that the Bayley or Battelle are not appropriate in situations where the very unique needs of a child, such as cultural differences, would not support its use. Such a determination must be included in the child's evaluation report. Additionally, an IFSP Team may determine that additional assessments beyond the Bayley or the Battelle

The Department has supported training in the two instruments over the past year and will provide more training during this fiscal year. Sites will determine those individuals, employed or contracted, who are qualified in early childhood assessment consistent with the instrument's protocol.

Further information on the two assessments may be accessed at the following:

<http://harcourtassessment.com>

[www.riverpub.com/products/bdi2/index.html](http://www.riverpub.com/products/bdi2/index.html)

For further information, please contact Debra Hannigan, Child Development Services, at 207/624-6660, or email her at [debra.hannigan@maine.gov](mailto:debra.hannigan@maine.gov)

DNS/DH-CDS/gdw